



ANCHOR POINTS



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PUBLIC WORKS HUMAN RESOURCES Q&A #2

Q: Will relocation expenses be paid if an employee expands to the referral area?

A: Yes, if an employee is placed through in a DoD activity through PPP placement within an approved referral area, and that activity is outside the commuting area, PCS will be paid by the losing activity (USNA in this case).

Q: Can employees register for the commuting area (in PPP) and expand at a later date?

A: If scheduled for separation or a downgrade of 2 or more grades, employees can expand outside the commuting area. However, in order to do so, the employee must expand beyond the commuting area before they are separated. Once an employee is separated, he or she cannot expand beyond the commuting area if that is all they were registered for on the date of separation.

Q: Can employees register for PPP before we receive RIF notices?

A: PPP registration prior to the issuance of RIF notices can occur at the discretion of management.

Q: Is a separate registration required for Inter Agency placement? If so, how soon can employees register?

A: There is no "registration" required for the ICTAP (Inter Agency Career Transition Assistance Program). In order to exercise eligibility, an employee must locate a specific vacancy he or she wishes to apply for, submit an application in accordance with the agency's requirements, and attach a copy of his or her RIF notice. They must clearly indicate they are exercising their ICTAP eligibility. Remember...ICTAP is not a mandatory program. Employees do not have to utilize the program, and the agencies to which applications are submitted are not required to hire an ICTAP eligible employee.

Q: Please confirm the referral area.

A: We recently received the maximum referral areas for the various grade level registrations. That document is attached.

Q: When an employee signs up to expand his/her area of consideration, is there a process which would permit the employee to be selective in choosing one state over another.

A: Yes, however, an employee cannot skip a state to get to another. For example, if you want to expand to include Florida, you cannot skip over Georgia. You must register for everything between your residence and the farthest location you select.

Q: Can an employee bring a vacancy announcement to HRD to be considered under PPP.

A: No, employees do not necessarily need to search for vacancies to be considered; PPP is an automatic referral system. However, if an employee wants to be considered for a vacancy under PPP at an activity for which he or she is not currently registered, that employee may change the PPP area of consideration to include that activity.

Q: Will declining an offer from an agency outside DoD affect an employee's PPP registration?

A: No.

Q: Is an offer from an agency outside DoD a valid offer if that agency/position is under a CA study?

A: Offers from non-DoD agencies are not considered valid or invalid for PPP purposes. They do not impact PPP registration.

Q: Is it possible for employees who are currently applying for positions on their own to receive an official letter from the USNA which details the upcoming RIF scenario?

A: It is possible. However, until RIF notices are issued, the letter cannot specifically state that any specific employee will be separated or downgraded through a RIF.

Q: When will the Human Resources Department staff go through a RIF as a result of PWD employees going?

A: The HRD staff will not go through a RIF as a result of PWD employees leaving. Outside of PWD, there are approximately 1,300 employees we provide HR services to that will still require those services.; PWD is only a small portion of our workload.

Q: If I submit a resume on-line through Resumix, tailor it for a specific job, and then submit a new one later for another job, did I change the one I submitted earlier?

A: Potentially. The Resumix system pulls the most recent resume in the system. However, if 3 or 4 weeks have passed since the closing date of a vacancy announcement, the 1st resume should already be pulled out of the system; making modifications will not impact the 1st.